

CHIEF FINANCIAL OFFICER

Catawba County Government, North Carolina



Catawba County Government Center

THE COMMUNITY:

Located in the beautiful foothills of western North Carolina, Catawba County provides an outstanding quality of life for its diverse population of 154,500 citizens. It is a vibrant community, home to Lenoir Rhyne University, the Appalachian State University Center at Hickory, and Catawba Valley Community College. Throughout its history, Catawba County has retained its small-town friendliness; its sense of place and historic roots; care for the natural environment; and the thoughtful integration of commercial areas within the fabric of the community. Catawba County is a historically rich area with access to a plethora of engaging activities making it a great place for both families and singles to live, work, and play. Activities include sports (Hickory Crawdads Baseball, several golf courses, and the Hickory Motor Speedway), recreation (3 lakes and many parks), arts and culture (Hickory Museum of Art, Western Piedmont Symphony, Green Room and Hickory Community Theaters), and education (The Catawba Science Center and the Catawba County Historical Museum). The center of the Greater Hickory Metro area, Catawba County is conveniently located within a one hour drive to Charlotte, Asheville, and Winston-Salem, North Carolina. There are 8 cities and towns in Catawba County, with Newton being the County seat and Hickory having the largest population with an estimated 40,300 citizens.



Bakers Mountain



Riverbend Park

Catawba County Chief Financial Officer



Bakers Mountain

THE ORGANIZATION AND CULTURE:

Catawba County operates under a county manager form of government, with a 5 member Board of Commissioners elected on an at-large basis to staggered four year terms. With a AA Bond rating, a FY 2015-16 budget of \$235.2 million and a property tax rate of \$0.575 per \$100 valuation, Catawba County maintains a workforce of 1,100 benefitted employees. The County provides a full range of services to the citizens including Public Health, Emergency Medical and Management Services, Sheriff, Social Services, Planning and Parks, Libraries, Utilities and Engineering (including maintenance of a County-run landfill), Fire Inspections and Rescue, Animal Services, Register of Deeds, Tax, and Elections.

Constantly looking toward the future, the County opened two new buildings in 2014 to better serve the citizens of Catawba County. In July, a new Leadership in Energy and Design (LEED) certified Animal Shelter was opened in Newton. This facility houses both Animal Control Services and the Humane Society, a collaborative effort designed to enhance services to our citizens. In September, a new LEED certified Library in the vibrant and fast growing Sherrills Ford community was opened. Currently, Catawba County is involved a \$42 million expansion of its Justice Center/Public Safety Complex.

Catawba County maintains a strong focus on progress and innovation. Our Public Health Farmers' Market received the highest national honor for innovation in local government from the Alliance for Innovation in 2015. The on-site weekly Farmers' Market is designed to improve community health by increasing access to fresh fruits and vegetables, with a focus on Women, Infant, and Children (WIC) recipients. Additionally, the Child Wellbeing Project of Catawba County Social Services and the Catawba County Regional EcoComplex and Resource Recovery Facility won the Harvard University Ash Center for Democratic Governance and Innovation "Bright Ideas" Awards in 2015. A summary of other awards, honors, and recognitions the County has received can be found at www.catawbacountync.gov/awards.asp.



Catawba County Animal Shelter



Farmers Market Award Winning Team



Sherrills Ford Library

Catawba County Chief Financial Officer



THE FINANCE DEPARTMENT:

The Finance Department handles all aspects of financial operations including investment, asset management, accounting, payment of invoices, billing, payroll, and purchasing. In addition to preparing the comprehensive annual financial report, the department provides financial information to other departments, citizens, and municipalities and carries out financial policies and procedures for the County. The Chief Financial Officer reports to an Assistant County Manager and manages a staff of 15 with a budget of \$1,284,524.

The Catawba County Finance Department continues to achieve one of the nation's highest standards as a winner of the Certificate of Achievement for Excellence in Financial Reporting from the Government Finance Officers Association for the 32nd consecutive year. Most recently, the County also won an award for its Popular Annual Financial Report, which provides an easy-to-read overview of County finances for the public.

THE IDEAL CANDIDATE:

As the finance subject matter expert for the County Manager and County Commissioners, the next Catawba County Chief Financial Officer must have extensive experience in local government finance, be a creative problem solver, and have the keen ability to analyze issues and communicate effectively orally and in writing. Attention to detail is critical, as is the ability to see the big picture. The chief responsibility of the Chief Financial Officer is to maintain control over the fiduciary duties of the organization, and to work in collaboration with departments, elected officials, and outside agencies. To be a responsible steward of County resources, the chosen individual should be highly accountable, trustworthy, reliable, and demonstrate strong initiative/action orientation. The ability to communicate complex, technical financial information in a manner that facilitates decision making by the County Manager's Office and Board of Commissioners is essential.

Catawba County seeks a Chief Financial Officer who is personable, empathetic, and calm, and who promotes a cohesive organizational culture. The ideal candidate is energetic, exhibiting support for all departments, with a sense of humor and strong interpersonal skills. Under the Chief Financial Officer's leadership, the Finance Department will continue to grow professionally, provide excellent customer service to citizens, and position Catawba County for progressive growth and continued financial stability.



Hickory Crawdads Baseball



Lenoir Rhyne University



Green Room Community Theatre



Rock Barn Golf Course

Catawba County Chief Financial Officer

RESPONSIBILITIES:

The Chief Financial Officer manages a staff of professional, para-professional and support personnel in the planning, organization, and implementation of all finance and purchasing functions of the County.

Specific responsibilities are:

- Invest funds of the County to assure the safety of principal of invested funds, and proactively pursue debt restructuring to save taxpayer resources
- Prepare revenue and expense forecasts for use in annual budget development
- Establish and maintain financial accounting systems for the County in compliance with generally accepted accounting principles
- Plan, organize, and direct: cash management, debt management, accounts payable/receivable, audit, payroll, capital projects, fixed assets, and purchasing
- Prepare the annual Financial Report and oversee the External Audit process
- Prepare and present financial analyses to elected Officials, County Manager, and other levels of government
- Advise/consult department directors on financial matters, as needed



QUALIFICATIONS:

- Masters degree in Public Administration with 5 years of experience in Governmental Accounting and Financial Management , including supervisory experience; OR
- Bachelors degree in Accounting, Finance, or Business Administration with 7 years of experience in Governmental Accounting and Financial Management, including supervisory experience

ADDITIONAL REQUIREMENTS:

- Extensive knowledge of principles and practices of modern governmental accounting, fiscal policies, and statutory requirements governing county funds;
- Knowledge of bond market, security values, and yields
- Thorough knowledge of the organization and functions of county government
- Direct experience in supervising activities of professionals
- Sound judgment in analyzing situations and making decisions involving a variety of fiscal and business areas
- Excellent communication, both oral and written
- Capacity to work collaboratively and maintain effective interpersonal relationships with all types of people
- Ability to react to changing job requirements and duties as they occur
- A valid Driver's License

SALARY RANGE:

\$92,195—\$143,035

APPLICATION PROCESS:

The position is Open Until Filled.

Apply on line at: <http://www.catawbacountync.gov/HumanResources/JoinOurTeam.asp>

